

EQUAL OPPORTUNITY TO ALL REGARDLESS OF RACE, COLOR, CREED, NATIONAL ORIGIN, ANCESTRY, SEX, MARITAL STATUS, DISABILITY, RELIGIOUS OR POLITICAL AFFILIATION, AGE OR SEXUAL ORIENTATION. IT IS AN OBJECTIVE OF THE STATE OF CALIFORNIA TO ACHIEVE A DRUG-FREE STATE WORKPLACE. ANY APPLICANT FOR STATE EMPLOYMENT WILL BE EXPECTED TO BEHAVE IN ACCORDANCE WITH THIS OBJECTIVE BECAUSE THE USE OF ILLEGAL DRUGS IS INCONSISTENT WITH THE LAW OF THE STATE, THE RULES GOVERNING CIVIL SERVICE AND THE SPECIAL TRUST PLACED IN PUBLIC SERVANTS.

CALIFORNIA DEPARTMENT OF VETERANS AFFAIRS

VETERANS HOME OF CALIFORNIA – CHULA VISTA

OPEN/SPOT – CHULA VISTA (San Diego County)

LICENSED VOCATIONAL NURSE

SALARY RANGE: \$2,325.00 - \$2,826.00  
(PLUS \$200.00 PER MONTH RECRUITMENT & RETENTION PAY ALLOWANCE)

HOW TO APPLY: The testing office accepts applications, form 678, continuously and will notify and test applicants as needed.

SUBMIT APPLICATIONS TO: VETERANS HOME OF CA, CHULA VISTA

Personnel Office  
700 East Naples Court  
Chula Vista, CA 91911

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Submit applications only to address indicated above. Do not submit to the State Personnel Board.

This is an open examination. Applications will not be accepted on a promotional basis. Career Credits do not apply.

EXAMINATION ELIGIBILITY LIMIT: The testing period for this examination is 12 months. You may not test for this examination more than once in a testing period.

EXAMINATION INFORMATION: This examination will utilize an evaluation of each candidate’s experience and education compared to a standard developed from the class specification. For this reason, it is especially important that each candidate take special care in accurately and completely filling out his/her application. List all experience relevant to the “Requirements for Admittance to the Examination” shown on this announcement, even if that experience goes beyond the seven-year limit printed on the application. Supplementary information will be accepted but read the “Requirements for Admittance to the Examination” carefully to see what kind of information will be useful to the staff doing the evaluation.

REQUIREMENTS FOR ADMITTANCE TO THE EXAMINATION:

NOTE: All competitors must meet the education and/or experience requirements when submitting their application unless there is an early entry feature. It is your responsibility to make sure that you meet the education and/or experience requirements stated below. Your signature on your application indicates that you have read, understood, and possess the basic qualifications.

NOTE: All applications/resumes must include: “to” and “from” date (month/day/year); time base; and class title. Applications/resumes received without this information will be rejected.

ALL COMPETITORS MUST SHOW THEIR LICENSE NUMBER, TITLE, AND EXPIRATION DATE ON THEIR APPLICATIONS. APPLICATIONS/RESUMES RECEIVED WITHOUT THIS INFORMATION WILL BE REJECTED.

MINIMUM QUALIFICATIONS:

Possession of a valid, active license from the State of California to practice as a Licensed Vocational Nurse.

SPECIAL PERSONAL CHARACTERISTICS: Aptitude for working individuals who are acutely ill, infirm, visually impaired, have an emotional disorder, or a mental or developmental disability; demonstrate emotional stability, patience, tact, and alertness.

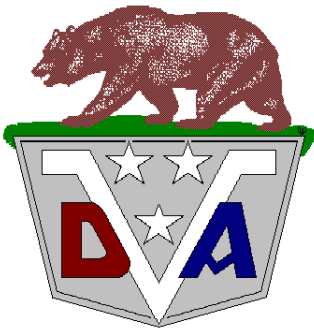
THE POSITION: Under clinical direction of a registered nurse or physician and under assigned administrative supervision, provides a basic level of general nursing care in a State facility to individuals with mental, emotional, or developmental disabilities, or visually impaired, medically ill, or infirm individuals; and does other related work.

EDUCATION AND EXPERIENCE – WEIGHTED 100%

SEE REVERSE SIDE FOR ADDITIONAL INFORMATION

LICENSED VOCATIONAL NURSE      2VA06      8249      CONTINUOUS FILING

INFORMATION ON THIS BULLETIN SUPERCEDES ALL PRIOR BULLETINS



**EXAMINATION INFORMATION:** This examination will consist of an evaluation of each candidate’s education and/or experience only. In order to obtain a position on the eligible list, a minimum rating of 70% must be attained.

**SCOPE:** In addition to evaluating the competitors’ relative abilities as demonstrated by quality and breadth of experience, emphasis in the examination interview will be on measuring competitively, relative to job demands, each competitor’s:

- A. **Knowledge of:**
1. Fundamentals of nursing care including medication administration.

2. General nursing procedures and techniques involved in the patient/client care.

3. Principles used in caring for the individuals who are immobile.

4. Medical Terminology.

5. General hospital/facility routine and equipment.
- B. **Ability to:**
1. Perform nursing procedures as regulated by licensure and certification.

2. Observe and document symptoms and behavior.

3. Maintain records and prepare reports.

4. Gain the interest, respect, and cooperation of patients/clients.

5. Work effectively with patients/clients and the interdisciplinary treatment team.

6. Function effectively in an emergency situation.

7. Practice universal precautions.

**ELIGIBLE LIST INFORMATION:** Names of successful competitors are merged into the list in order of final scores, regardless of date. Eligibility expires after 12 months unless the needs of the services and conditions of the list warrant a change in this period. The resulting eligible list will be used to fill vacancies at the Veterans Home, Chula Vista.

**Veterans Preference Credit** will be added to the final score of all competitors in this examination who qualify for, and have requested these points and who are successful in this Examination. Due to changes in the law, which was effective January 1, 1996. Veterans who achieve permanent civil service status are not eligible to receive veterans' credits.

GENERAL INFORMATION

**It is the candidate's responsibility** to contact the California Department of Veterans Affairs three days prior to the written test if he/she has not received his/her notice.

**For an examination** without a written feature it is the candidate's responsibility to contact the California Department of Veterans Affairs, Personnel Management Division, (916) 653-2535 three weeks after the final filing date if he/she has not received a progress notice.

If a **candidate's notice** of oral interview or performance test fails to reach him/her prior to the day of the interview due to a verified postal error, he/she will be rescheduled upon written request.

**Applications** are available at State Personnel Board offices, local offices of Employment Development Department and the Department noted on the front.

**If you meet the requirements** stated on the reverse, you may take this examination, which is competitive. Possession of the entrance requirements does not assure a place on the eligible list. Your performance in the examination described on the other side of this bulletin will be compared with the performance of the others who take this test, and all candidates who pass will be ranked according to their scores.

**The State Personnel Board** reserves the right to revise the examination plan to better meet the needs of the service if the circumstances under which this examination was planned change. Such revision will be in accordance with civil service law and rules and all competitors will be notified.

**Examination Location:** When a written test is part of the examination, it will be given in such places in California as the number of candidates and conditions warrant. Ordinarily, oral interviews are scheduled in Sacramento, San Francisco, and Los Angeles. However, locations of interviews may be limited or extended as conditions warrant.

**Eligible Lists:** Eligible lists established by competitive examination, regardless of date, must be used in the following order: 1) subdivisional promotional, 2) departmental promotional, 3) multidepartmental promotional, 4) servicewide promotional, 5) departmental open, 6) open. When there are two lists of the same kind, the older must be used first. Eligible lists will expire in from one to four years unless otherwise stated on this bulletin.

**General Qualifications:** Candidates must possess essential personal qualifications including integrity, initiative, dependability, good judgment, and ability to work cooperatively with others; and a state of health consistent with the ability to perform the assigned duties of the class. A medical examination may be required. In open examinations, investigation may be made of employment records and personal history and fingerprinting may be required.

**Interview Scope:** If an interview is conducted, in addition to the scope described on the other side of this bulletin, the panel will consider education, experience, personal development, personal traits, and fitness. In appraising experience, more weight will be given to the breadth and recency of pertinent experience and evidence of the candidate's ability to accept and fulfill increasing responsibilities than to the length of his/her experience. Evaluation of a candidate's personal development will include consideration of his/her recognition of his/her own training needs; his/her plans for self-development; and the progress he/she has made in his/her efforts toward self-development.

**Veterans Preference:** Veterans' Preference credits will be added to the final score of all competitors who are successful in this examination and who qualify for, and have requested these points. Due to changes in the law, which were effective January 1, 1996, VETERANS WHO ACHIEVE PERMANENT CIVIL SERVICE STATUS ARE NOT ELIGIBLE TO RECEIVE VETERANS CREDITS. Directions for applying for veterans preference are on the Veterans Preference Application form which is available from the State Personnel Board Office, written test proctors, and the Department of Veterans Affairs, P.O. Box 942895, Sacramento, CA 94295-0001.

**High School Equivalence:** Equivalence to completion of the 12th grade may be demonstrated in any one of the following ways: 1) passing the General Educational Development (GED) Test; 2) completion of 12 semester units of college-level work; 3) certification from the State Department of Education, a local school board, or high school on a year-for-year basis.